

ATHENS COUNTY BOARD OF DEVELOPMENTAL DISABILITIES  
Board Meeting Minutes  
Tuesday, December 14, 2021 – 6:00 P.M.  
801 W. Union Street, Athens

**The Mission of the Athens County Board of Developmental Disabilities is to serve our  
community with compassion, innovation, and transparency**

1. Margaret Demko, Board President, called the meeting to order at 6:00 p.m.
2. Arian Smedley did roll call.

ALLEN	Present
BOND	Absent
CONNER	Absent
DEMKO	Present
JOLLEY	Present
LEWIS	Absent
OLIVER	Present

Staff in Attendance:

Dr. Kevin Davis	Superintendent
Arian Smedley	Assistant Superintendent
Steve Kramer	Director of Finance
Gwen Brooks	Director of Human Resources
Scott Zielinski	Medicaid Manager
Bridget Gilmore	Director of Transportation & Facilities
Angela Carter	Director of Employment Options
Becky Martin	Director of Education
Doug Mitchell	Transition Coordinator
Jerry Swackhamer	SSA

3. Oliver read the Mission Statement.
4. Dr. Allen motioned to approve the agenda.

MOTION#:	12-14-21-1
MOTION:	ALLEN
SECOND:	JOLLEY
AYES:	ALLEN, DEMKO, JOLLEY, OLIVER
CARRIES:	YES

5. New Business:

**Items for review and discussion:**

- a. Board members and Dr. Davis expressed their appreciation for Sherri Oliver, exiting board member.
- b. Dr. Davis announced Barry Oches has been appointed to serve on the board. His term begins January 2022. He also shared that Pam Bond has been reappointed to serve another term.
- c. Dr. Davis provided the board an update on the agency's response to COVID-19. Of the 100 staff, 79 are vaccinated. The remaining 21 are either unvaccinated or chose not to provide their documentation. Weekly and monthly testing continues. In the last month, one staff person has tested positive and zero individuals served have tested positive.
- d. Dr. Davis reviewed with the board the Managers List (Exhibit 1, Page 1).
- e. Dr. Allen motioned to approve updated Administrative Policy 44. Title XX (Exhibit 2, Pages 2-3).

MOTION#: 12-14-21-2  
MOTION: ALLEN  
SECOND: OLIVER  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- f. Dr. Davis shared with the board that the agency was able to offer the end-of-year turkey/ham to Beacon School families. This is because funds were left over from the FSS line item. The agency supplemented slightly to cover the full cost of the 25 hams and 7 turkeys.
- g. Reminders on future meetings/trainings
  - Organizational meeting: Tuesday, Jan. 25, 6:00 p.m.
  - Next regular meeting: Tuesday, Jan. 25, 6:15 p.m.

**Motions for vote:**

- a. Oliver motioned to approve October Regular Meeting Minutes (Exhibit 3, Pages 4-8).

MOTION#: 12-14-21-3  
MOTION: OLIVER  
SECOND: ALLEN  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- b. Dr. Allen motioned to approve November Special Meeting Minutes (Exhibit 4, Pages 9-10).

MOTION#: 12-14-21-4  
MOTION: ALLEN  
SECOND: OLIVER  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- c. Dr. Jolley motioned to approve moving forward with Performance Signs to repair Beacon digital display (Exhibit 5, Page 11).

MOTION#: 12-14-21-5  
MOTION: JOLLEY  
SECOND: OLIVER  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- d. Dr. Allen motioned to approve contract with Blaugrund Haynes Kessler Myers & Postalakis, pending Prosecuting Attorney's approval (Exhibit 6, Pages 12-14).

MOTION#: 12-14-21-6  
MOTION: ALLEN  
SECOND: JOLLEY  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- e. Dr. Allen motioned to approve HAPCAP MOU, pending Prosecuting Attorney's approval (Exhibit 7, Pages 15-16).

MOTION#: 12-14-21-7  
MOTION: ALLEN  
SECOND: OLIVER  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- f. Dr. Jolley motioned to approve 2022 FSS allocation (Exhibit 8, Page 17).

MOTION#: 12-14-21-8  
MOTION: JOLLEY  
SECOND: OLIVER  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- g. Dr. Jolley motioned to approve 2022 operating budget (Exhibit 9, Page 18).

MOTION#: 12-14-21-9  
MOTION: JOLLEY  
SECOND: OLIVER  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

6. Board Reports:

- a. Superintendent, Dr. Kevin Davis (Exhibit 10, Pages 19-27).

Report stands. He added there is a need for a new used truck for facilities operations (see motion below). He also added there is a need for a new, renovated sensory room at Beacon. He added fundraising efforts will be pursued through the PTO and will also work with the Albany VFW's Polar Bear Plunge to help fund this project.

Dr. Jolley motioned to approve spending up to \$18,000 for a vehicle and plow to assist with facility operations.

MOTION#: 12-14-21-10  
MOTION: JOLLEY  
SECOND: ALLEN  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES

- b. Director of Finance and Operations, Steve Kramer (Exhibit 11, Pages 28-36).

Report stands.

- c. Director of Human Resources, Gwen Brooks (Exhibit 12, Pages 37-39).

Report stands.

- d. Director of Facilities and Transportation, Bridget Gilmore (Exhibit 13, Page 40-42).

Report stands.

- e. MUI Coordinator, Katie Evans (Exhibit 14, Page 43).

Report stands.

- f. Director of Service and Support, Tristin Lawrence (Exhibit 15, Pages 44-46).

Report stands.

- g. Director of Education, Becky Martin (Exhibit 16, Pages 47-51).

Report stands.

- h. Director of Employment Options, Angela Carter (Exhibit 17, Pages 52-53).

Report stands.

- i. Director of Integrate Athens, Autumn Brown (Exhibit 18, Pages 54-56).  
Report stands.
  - j. Transition Coordinator, Doug Mitchell (Exhibit 19, Pages 57-58).  
Report stands.
- 7. No comments from Visitors relative to the agenda.
  - 8. No comments from Unions relative to the agenda.
  - 9. No comments from the Board.
  - 10. Oliver motioned to adjourn.

MOTION#: 12-14-21-11  
MOTION: OLIVER  
SECOND: JOLLEY  
AYES: ALLEN, DEMKO, JOLLEY, OLIVER  
CARRIES: YES